

IC 2004-1 TO AFI 21-201/AETC SUP 1, *MANAGEMENT AND MAINTENANCE OF NON-NUCLEAR MUNITIONS*, 7 NOVEMBER 2003

10 MARCH 2004

★SUMMARY OF REVISIONS

This change updates recent maintenance and accountability management requirements. It contains MAJCOM-specific procedural changes, along with the mandated use of the new Combat Ammunition System (CAS) 1.0 web-based accountability tool. Deletes the reference to AETC Sup 1 to TO 21M-1-101 (paragraph 3.1.6.4.1) and deletes the requirement for AETC units to provide HQ AETC/LGMW with shelf or service life (paragraph 4.3.7) and time change reports (paragraph 13.1.2). Adds guidance to assist in complying with initial and annual senior inspector evaluations for nonstandard units (paragraph 4.2.1.1), information regarding waiving the grade requirement for the MASO on a case-by-case basis (for a limited time only) (paragraph 12.2.1.1), and specific details to properly manage consumption issues to EOD accounts (paragraph 23.2.1.3.1). Updates senior inspector evaluations and MASO delegation authority issues (paragraph 12.5.1.1.1 [Added][AETC]). Eliminates the requirement for the group commander's endorsement of out-of-cycle requests (Attachment 11 [Added][AETC]). See Attachment 12 (Added)(AETC) of the supplement for the complete IC. A ★ indicates revision from the previous edition.

★3.1.6.4.1. DELETED

★4.2.1.1. Some AETC units, predominantly nonstandard units, may have limited munitions inspector experience outside of the munitions flight (for example, quality assurance). In these situations, units should request assistance from the nearest munitions flight in evaluating the assigned senior munitions inspector for his or her initial evaluation and/or annual recertification. HQ AETC/LGMW may be contacted for assistance to coordinate this action.

★4.3.7. DELETED

★12.2.1.1. Civil service employees must be at least a GS-7, WG-8, WS-5, or higher to be appointed as the MASO. The QAE may fill the position of MASO for contract units if qualified in accordance with AFI 23-111 and this supplement. The MASO must be an officer for contract units that do not have a 2W0 (E-7 or above) or civilian equivalent assigned to meet requirements in AFI 23-111. HQ AETC/LGMW will consider temporary (6 months) MAJCOM waivers for AFSC, grade, and experience-level requirements, on a case-by-case basis. Units with temporary MASO waivers will send a copy of the results of each semiannual stock record account inventory to HQ AETC/LGMW within 30 days of completion with a request for a waiver extension, if applicable.

★12.2.5. DELETED

★12.5.1.1.1. (Added)(AETC) For contracted munitions activities, the MASO may only delegate the authority to operate the munitions account during his or her absence (for example, TDY, leave, hospitalization) to a supervisor above him or her in the same chain of command. In addition, the unit MASO is prohibited from delegating the authority to approve and sign the following additional actions:

★12.5.1.1.1.1. DELETED

★12.5.1.1.1.2. DELETED

★12.5.1.1.1.4. DELETED

★12.5.1.1.1.5. DELETED

★13.1.2. DELETED

★14.1.1. The allocation represents an approved authorization for upcoming fiscal year requirements. HQ AETC/LGMW will provide each functional manager with forecasting instructions and a copy of his or her projected allocation for review after release and receipt of allocation. The instructions will also contain a copy of the most recent category code for munitions applicable to the respective area or mission. After reviewing, adjusting, and certifying the report, the functional managers must return it to HQ AETC/LGMW for release to base level. All changes and computations to fiscal year allocations will be maintained according to AFMAN 37-139, Table 21-20, Rule 9.

★14.2.3. The organization will coordinate the out-of-cycle request (OOCR) with the MASO, forward it to the applicable AETC functional manager, and maintain one copy in suspense. The functional manager will review the request for validity of the authorizing directive, required endorsements, and justification. In addition, for any increase to expendable asset allocations, the functional manager must verify that the submitting organization has expended a minimum of 70 percent of its current allocation. The OOCR will then be submitted to HQ AETC/LGMW for coordination. (See Attachment 11 [Added][AETC] for a sample format.) HQ AETC/LGMW will load the OOCR via the OO-ALC/WM Web site at Hill AFB in accordance with paragraph 14.2.2.

★21.3.3. AETC units will publish this inventory schedule for visibility purposes to ensure all NSNs are inventoried during the 10-month period. CAS 1.0 will automatically select the NSNs to be inventoried.

★23.2.1.3.1. Make consumption issues to a default EOD ORG/SH account 920RW under Category Code “Y” only. Assets selected for this type of issue must have an unserviceable condition code assigned. AJ5 no longer applies to disposal of explosive munitions by EOD; it only applies to nonexplosive munitions going to DRMO.

★23.6.1. Issue requests that are submitted less than 10 days before the assets are needed will be signed in block A by the organizational commander, or the emergency issue procedures in paragraph 23.4 of the basic AFI will be followed for requests within 12 hours.

★Attachment 11 (Added)(AETC)

SAMPLE OUT-OF-CYCLE ALLOCATION REQUEST

MEMORANDUM FOR HQ AETC/XXXX (*munitions user functional manager*)

Date

FROM: (*Self-explanatory*)

SUBJECT: Out-of-Cycle Munitions Allocation Request (SRAN: FVXXXX)

1. Request a FYXX out-of-cycle allocation for the following munitions item:

- a. Master NSN/DODIC: (XXXX-XX-XXX-XXXX/XXXX)
- b. Nomenclature: (*Self-explanatory.*)
- c. Requirement Code: (*See requirement code list.*)
- d. Category Code: (*See category code list.*)
- e. Functional Manager Code: (*See functional manager list.*)
- f. Custody Account Number: (XXXXX)
- g. Current Fiscal Year's Allocation:
- h. Current Fiscal Year's Expenditure Data:
- i. Requested Increase:

2. Authorizing Directive and Justification: AFCAT 21-209, (*Volume ___, paragraph ___*). This allocation increase is required due to an increase in authorized mobility weapons to support our UTC tasking. Formula: 65 M-16 weapons multiplied by 60 rounds per weapon equals 3,900. If disapproved, we will not be able to support all required UTC tasking with the required quantities of weapons and ammo.

3. POC is CMSgt Joe Smith, unit/office symbol, DSN 487-XXXX.

//Signed//

BILL B. SMITH, Lt Col, USAF

Unit Commander

1st Ind, (*unit/office symbol of MASO*)

Date

MEMORANDUM FOR HQ AETC/XXXX (*functional manager*)

If this out-of-cycle allocation is approved, assets are available for issue or assets are not available for issue and must be requisitioned.

//Signed//

JIM A. JONES, SMSgt, USAF
Munitions Accountable Systems Officer

2d Ind, HQ AETC/XXXX (*functional manager*)

Date

MEMORANDUM FOR HQ AETC/LGMW

This out-of-cycle allocation request is approved.

//Signed//

RICHARD A. HOLDER, CMSgt, USAF
Functional Manager